

SERIAL 03228 - C AIR QUALITY DATA LOGGER (NIGP 49304)

CONTRACT PERIOD THROUGH MARCH 31, 2009

TO: All Departments

FROM: Department of Materials Management

SUBJECT: Contract for **AIR QUALITY DATA LOGGER (NIGP 49304)**

Attached to this letter is published an effective purchasing contract for products and/or services to be supplied to Maricopa County activities as awarded by Maricopa County on **MARCH 03, 2004**.

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.

Wes Baysinger, Director
Materials Management

CH/jmk
Attach

Copy to: Clerk of the Board
L G Mace, Environmental Services
Sharon Tohtsoni, Materials Management

1.0 INTENT:

The intent of this Invitation for Solicitation is to establish a contract for **Air Quality Data Acquisition System (AQDAS) Data Logger (or equivalent)**. Also included are blanket discounts for related supplies as covered by current pricing documents.

2.0 TECHNICAL SPECIFICATIONS:

- 2.1 The **data logger** shall function with the Environmental Systems Corporation (ESC) acquisition software used with the counties current AQDAS data loggers (ESC Model 8832 equivalent data loggers). In addition, the data logger shall be capable of functioning with future updates or revisions to the ESC software.
- 2.2 The data logger power source shall be 110 VAC, 60Hz.
- 2.3 The data logger shall have an operating temperature range of at least 0° C to 50° C.
- 2.4 The data logger shall be designed to record average or instantaneous voltages in internal memory. Full-scale accuracy of $\pm 0.1\%$ front-to-back is required.
- 2.5 The data logger shall have sixteen (16) single ended input channels for use with 0-1 volt analog voltage transmitting devices.
- 2.6 The data logger shall have a minimum of 64K of internal memory for data gathering and storage. The program shall be in ROM memory.
- 2.7 The data logger system configuration memory shall be a non-volatile (EPROM) type.
- 2.8 The data logger shall allow manual selection of recording averages for 15, 30, or 60-minute averages or instantaneous readings at 15, 30, or 60-minute intervals.
- 2.9 The data logger shall have operator selectable recordings of 1, 2, or 3 minute and 5 or 6 minute averages.
- 2.10 The data logger shall have a front panel display and keypad.
- 2.11 The data logger shall have fault display with time, date and voltage conditions reported.
- 2.12 The data logger shall have an RS-232 communications interface.
- 2.13 The data logger shall have a battery backup to save internal memory and clock function for at least 120 hours.
- 2.14 The data logger shall be configured for standard 19" rack mounting or have available 19" rack mount adapters.
- 2.15 The system firmware shall include:
 - 2.15.1 Channel initiation (engineering units).
 - 2.15.2 Status input assignments/definitions.
 - 2.15.3 Up/down data channels.
 - 2.15.4 Automatic flagging of data for power failures, missing samples, and off-line conditions.
 - 2.15.5 Communications at half, full duplex (300 to 4800 baud) using an, user supplied, external modem.
 - 2.15.6 Automatic and on-demand engineering unit report.
 - 2.15.7 Data logger diagnostics.
 - 2.15.8 Time and system configuration downloads.

- 2.15.9 Enabling of addresses for multi-drop communications.
- 2.15.10 Password protection.
- 2.15.11 Entry of an 80-character operator message.
- 2.15.12 Detection and recording of status events.
- 2.15.13 Detection and recording of high and low level alarms.
- 2.15.14 Remote alarm transmission.
- 2.15.15 Rolling average calculations (forward and backward).
- 2.15.16 Two- (2) voltage references, adjustable from 0.8 to 11.2 VDC.
- 2.15.17 Piece wise signal linearization with 20 points in the curve.
- 2.15.18 Detection and recording of max and min instantaneous sample within selected averaging periods.
- 2.15.19 Command and tracking of multi-point calibrations.

2.16 TRAINING:

The successful Contractor shall provide a minimum of one (1) day's training in the operation and maintenance of the equipment to designated County employees at a location within Maricopa County.

2.17 DELIVERY:

Delivery is required F.O.B. Destination, freight pre-paid within thirty (30) days of receipt of Purchase Order, to any delivery location within Maricopa County as specified by the County. Contractor shall indicate on Pricing Documentation (Attachment A) any additional freight or handling charges that would be associated with special shipping and/or handling delivery.

2.18 EXPEDITED DELIVERY:

If the Using Agency determines that rush shipping or other alternate shipping is required, it shall notify the Contractor. The Contractor shall determine any additional costs associated with such delivery terms and communicate that cost to the Using Agency via fax or other reasonable means.

The Using Agency shall not advise the Contractor to proceed with shipment until acceptable terms are negotiated and a purchase order is issued. Upon determining that the additional costs are reasonable and proper, the Using Agency shall advise the Contractor to proceed.

Upon receipt of material and invoicing, the Using Agency shall ensure that any additional charges are in compliance with and do not exceed those costs stated in the Contract. The Using Agency shall retain all documents related to these costs within the agency purchase order file, for audit purposes.

2.19 SHIPPING:

Bid prices shall be made F.O.B. destination freight pre-paid to the Using Agency within Maricopa County. The Contractor shall retain title and control of all goods until they are delivered and the contract coverage has been completed. All claims for visible or concealed damage shall be filed by the Contractor. The County will notify the Contractor of any damaged goods and shall assist the Contractor in arranging for inspection.

2.20 SHIPPING DOCUMENTS:

A packing list or other suitable shipping document shall accompany each shipment and shall include the following:

- (1) Name and address of the Contractor;
- (2) Name and address of the County Agency;
- (3) County purchase order number;
- (4) A description of material shipped, including item number, quantity, number of containers and package number, if applicable.

2.21 ACCEPTANCE:

Once Equipment has been delivered, the Using Agency shall have a reasonable opportunity to inspect it. The Using Agency shall have thirty (30) workdays to perform its acceptance testing and inspection of the Equipment, after which time the Equipment shall be deemed accepted unless the Using Agency rejects the Equipment.

2.22 WARRANTY:

The minimum warranty period shall be twenty-four (24) months for both parts and labor. Warranty repair and/or replacement will be performed at no additional charge to Maricopa County. All warranty periods shall begin upon acceptance by the Using Agency.

2.23 BRAND NAME:

Bids on brands other than those listed are subject to approval based on evaluation. Maricopa County reserves the right to request samples to determine quality and acceptability of products bid. In some cases brands have been listed to define quality of products desired and is not intended to be restrictive or limit competition. Products substantially equivalent to those designated shall qualify for consideration.

2.24 OPERATING MANUALS:

Upon delivery of each unit, Contractor shall provide comprehensive operational manuals, Materials service manuals, and schematic diagrams, including:

2.24.1 Complete theory and description of operation.

2.24.2 Complete schematic diagrams.

2.24.3 Trouble shooting guides including flow chart diagrams and chassis operating voltages.

2.24.4 Detailed calibration instructions.

2.24.5 List of replacement parts including illustrated parts breakdown.

2.24.6 Full installation and setup instructions.

2.25 TECHNICAL AND DESCRIPTIVE SALES LITERATURE:

Contractor shall provide copies of its sales literature and brochures, and copies of any manufacturer's technical and descriptive literature regarding the material it proposes to provide. Literature shall include sufficient in detail to allow full and fair evaluation of the offer submitted, and must be included with the bid. Failure to include this information may result in the bid being rejected.

2.26 ADDITIONAL PRICING:

Contractors are strongly encouraged to offer additional pricing for related items/products/components, which are not specifically addressed as line items in the Invitation For Bids. Pricing offered should be noted on the pricing pages of the Contractor response in the format requested. Two (2) sets of catalogs/pricing documents shall accompany any additional pricing offered.

2.27 CONTRACTOR REVIEW OF DOCUMENTS:

Contractor shall review its bid submission to assure the following requirements are met.

- 2.27.1 One (1) original and one (1) copy of all submissions is MANDATORY
- 2.27.2 Pricing pages, on disk, (provided) MANDATORY (Attachment A)
- 2.27.3 Copies of Catalogs/Pricing Documents (if required)
- 2.27.4 Literature, Technical and Descriptive, MANDATORY
- 2.27.5 Vendor Information, MANDATORY (Attachment D)
- 2.27.6 Agreement page, MANDATORY (Attachment B)
- 2.27.7 References (Attachment C)

3.0 **SPECIAL TERMS & CONDITIONS:**

3.1 CONTRACT LENGTH:

This Invitation for Bids is for awarding a firm, fixed price purchasing contract to cover a five (5) year period.

3.2 ESCALATION:

Any request for reasonable price adjustments must be submitted thirty (30) days prior to the annual Contract Anniversary date. Justification for the requested adjustment in cost of labor and/or materials must be supported by appropriate documentation and must be within the Producer Price Index for the commodity. Increases are subject to approval in writing by the Materials Management Department prior to any adjusted invoicing submitted for payment.

3.3 EVALUATION CRITERIA:

The evaluation of this Bid will be based on, but not limited to, the following:

- 3.3.1 Compliance with specifications
- 3.3.2 Price
- 3.3.3 Determination of responsibility

The County reserves the right to award in whole or in part, by item or group of items, by section or geographic area, or make multiple awards, where such action serves the County's best interest.

3.4 UNCONDITIONAL TERMINATION FOR CONVENIENCE:

Maricopa County may terminate the resultant Contract for convenience by providing sixty (60) calendar days advance notice to the Contractor.

3.5 ORDERING AUTHORITY:

Contractors should understand that any request for purchase of materials or services shall be accompanied by a valid purchase order, issued by Materials Management, or by a CAPA (Certified Agency Procurement Aid). **CAPA purchases are limited to values of less than \$2,500.00. No other request is valid.**

3.6 INDEMNIFICATION AND INSURANCE:

3.6.1 INDEMNIFICATION.

To the fullest extent permitted by law, CONTRACTOR shall defend, indemnify, and hold harmless **COUNTY**, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, relating to, arising out of, or alleged to have resulted from the acts, errors, omissions or mistakes relating to the performance of this Contract.

CONTRACTOR'S duty to defend, indemnify and hold harmless **COUNTY**, its agents, representatives, officers, directors, officials, and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, or injury to, impairment, or destruction of property, including loss of use resulting therefrom, caused by any acts, errors, omissions or mistakes in the performance of this Contract including any person for whose acts, errors, omissions or mistakes **CONTRACTOR** may be legally liable.

The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

3.6.2 Abrogation of Arizona Revised Statutes Section 34-226.

In the event that A.R.S. § 34-226 shall be repealed or held unconstitutional or otherwise invalid by a court of competent jurisdiction, then to the fullest extent permitted by law, **CONTRACTOR** shall defend, indemnify and hold harmless **COUNTY**, its agents, representatives, officers, directors, officials and employees from and against all claims, damages, losses and expenses (including but not limited to attorney fees, court costs, and the cost of appellate proceedings), relating to, arising out of, or resulting from **CONTRACTOR'S** work or services. **CONTRACTOR'S** duty to defend, indemnify and hold harmless, **COUNTY**, its agents, representatives, officers, directors, officials and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, injury to, impairment or destruction of property including loss of use resulting therefrom, caused in whole or in part by any act or omission of **CONTRACTOR**, anyone **CONTRACTOR** directly or indirectly employs or anyone for whose acts **CONTRACTOR** may be liable, regardless of whether it is caused in part by a party indemnified hereunder, including **COUNTY**.

The scope of this indemnification does not extend to the sole negligence of **COUNTY**.

3.6.3 Insurance Requirements.

CONTRACTOR, at **CONTRACTOR'S** own expense, shall purchase and maintain the herein stipulated minimum insurance from a company or companies duly licensed by the State of Arizona and possessing a current A.M. Best, Inc. rating of B++6. In lieu of State of Arizona licensing, the stipulated insurance may be purchased from a company or companies, which are authorized to do business in the State of Arizona, provided that said insurance companies meet the approval of **COUNTY**. The form of any insurance policies and forms must be acceptable to **COUNTY**.

All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the Contract is satisfactorily completed and formally accepted. Failure to do so may, at the sole discretion of **COUNTY**, constitute a material breach of this Contract.

CONTRACTOR'S insurance shall be primary insurance as respects **COUNTY**, and any insurance or self-insurance maintained by **COUNTY** shall not contribute to it.

Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect coverage afforded under the insurance policies to protect **COUNTY**.

The insurance policies may provide coverage, which contains deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to **COUNTY** under such policies. **CONTRACTOR** shall be solely responsible for the deductible and/or self-insured retention and **COUNTY**, at its option, may require **CONTRACTOR** to secure payment of such deductibles or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.

COUNTY reserves the right to request and to receive, within 10 working days, certified copies of any or all of the herein required insurance policies and/or endorsements. **COUNTY** shall not be obligated, however, to review such policies and/or endorsements or to advise **CONTRACTOR** of any deficiencies in such policies and endorsements, and such receipt shall not relieve **CONTRACTOR** from, or be deemed a waiver of **COUNTY'S** right to insist on strict fulfillment of **CONTRACTOR'S** obligations under this Contract.

The insurance policies required by this Contract, except Workers' Compensation, shall name **COUNTY**, its agents, representatives, officers, directors, officials and employees as Additional Insureds.

The policies required hereunder, except Workers' Compensation, shall contain a waiver of transfer of rights of recovery (subrogation) against **COUNTY**, its agents, representatives, officers, directors, officials and employees for any claims arising out of **CONTRACTOR'S** work or service.

3.6.3.1 Commercial General Liability. **CONTRACTOR** shall maintain Commercial General Liability Insurance (CGL) and, if necessary, Commercial Umbrella Insurance with a limit of not less than \$1,000,000 for each occurrence with a \$2,000,000 Products/Completed Operations Aggregate and a \$2,000,000 General Aggregate Limit. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operations and blanket contractual coverage including, but not limited to, the liability assumed under the indemnification provisions of this Contract which coverage will be at least as broad as Insurance Service Office, Inc. Policy Form CG 00 01 10 93 or any replacements thereof. There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from explosion, collapse, or underground property damage.

The policy shall contain a severability of interest provision, and shall not contain a sunset provision or commutation clause, or any provision, which would serve to limit third party action over claims.

The CGL and the commercial umbrella coverage, if any, additional insured endorsement shall be at least as broad as the Insurance Service Office, Inc.'s Additional Insured, Form CG 20 10 10 01, and shall include coverage for **CONTRACTOR'S** operations and products.

3.6.3.2 Automobile Liability. **CONTRACTOR** shall maintain Automobile Liability Insurance and, if necessary, Commercial Umbrella Insurance with a combined single limit for bodily injury and property damage of no less than \$1,000,000, each occurrence, with respect to **CONTRACTOR'S** vehicles (including owned, hired, non-owned), assigned to or used in the performance of this Contract. If hazardous substances, materials, or wastes are to be transported, MCS 90 endorsement shall be included and \$5,000,000 per accident limits for bodily injury and property damage shall apply.

3.6.3.3 Workers' Compensation. **CONTRACTOR** shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of **CONTRACTOR'S** employees engaged in the performance of the work or services, as well as Employer's Liability insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee, and \$500,000 disease policy limit.

CONTRACTOR waives all rights against **COUNTY** and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the Workers' Compensation and Employer's Liability or commercial umbrella liability insurance obtained by **CONTRACTOR** pursuant to this agreement.

In case any work is subcontracted, **CONTRACTOR** will require the Subcontractor to provide Workers' Compensation and Employer's Liability insurance to at least the same extent as required of **CONTRACTOR**.

3.6.4 Certificates of Insurance.

3.6.4.1 Prior to commencing work or services under this Contract, Contractor shall furnish the County with certificates of insurance, or formal endorsements as required by the Contract in the form provided by the County, issued by Contractor's insurer(s), as evidence that policies providing the required coverage, conditions and limits required by this Contract are in full force and effect. Such certificates shall identify this contract number and title.

In the event any insurance policy(ies) required by this contract is(are) written on a "claims made" basis, coverage shall extend for two years past completion and acceptance of **CONTRACTOR'S** work or services and as evidenced by annual Certificates of Insurance.

If a policy does expire during the life of the Contract, a renewal certificate must be sent to **COUNTY** fifteen (15) days prior to the expiration date.

3.6.4.2 Cancellation and Expiration Notice.

Insurance required herein shall not be permitted to expire, be canceled, or materially changed without thirty (30) days prior written notice to the County.

3.7 **PROCUREMENT CARD ORDERING CAPABILITY:**

It is the intent of Maricopa County to utilize a procurement card that may be used by the County from time to time, to place and make payment for orders under the Contract. Contractors without this capability may be considered non-responsive and not eligible for award consideration.

3.8 **INTERNET ORDERING CAPABILITY:**

It is the intent of Maricopa County to utilize the Internet to place orders under this Contract. Contractors without this capability may be considered non-responsive and not eligible for award consideration.

3.9 **INQUIRIES AND NOTICES:**

All inquiries concerning information herein shall be addressed to:

MARICOPA COUNTY
DEPARTMENT OF MATERIALS MANAGEMENT
ATTN: CONTRACT ADMINISTRATION
320 W. LINCOLN ST.
PHOENIX, AZ 85003

Administrative telephone inquiries shall be addressed to:
CHARLES HINEGARDNER, PROCUREMENT CONSULTANT, 602-506-6476
chinegar@mail.maricopa.gov)

Technical telephone inquiries shall be addressed to:

L.G. MACE, ENVIRONMENTAL SERVICES, 602-506-6713

Inquiries may be submitted by telephone but must be followed up in writing to the PROCUREMENT CONSULTANT. No oral communication is binding on Maricopa County.

3.10 SUBMISSION PRICE CLARITY:

For reasons of clarity all submissions of pricing (Attachment A) shall be priced in the same unit (size, volume, quantity, weight, etc.) as the bid specifications request. Submissions (bids) failing to comply with this requirement may be declared non-responsive.

3.11 INSTRUCTIONS FOR PREPARING AND SUBMITTING BIDS:

Bidders are to provide one (1) original "hard copy" (labeled), one (1) copy, and one (1) electronic copy of pricing on a 3.5" diskette in EXCEL format. Bidders are to identify their responses with the bid serial number, title and return address to Maricopa County, Department of Materials Management, 320 West Lincoln, Phoenix, Arizona 85003. A corporate official who has been authorized to make such commitments must sign bids.

ALL REQUESTS FOR DISKETTES MUST BE FAXED TO THE PROCUREMENT CONSULTANT AT (602) 258-1573. IN ADDITION, ONE (1) HARD COPY OF EACH PAGE OF ATTACHMENT A (PRICING PAGE) SHALL BE SUBMITTED WITH YOUR BID.

ENVIRONMENTAL SYSTEMS CORP, 200 TECH CENTER DRIVE, KNOXVILLE, TN 37912

**PRICING SHEET B0700093 / C665503
NIGP CODES 49304**

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: X YES NO

WILL YOUR FIRM ACCEPT A PROCUREMENT CARD FOR INVOICE PAYMENT? X YES NO

IF YES, MAY THE COUNTY TAKE ADVANTAGE OF DISCOUNTS OFFERED BY YOUR FIRM IN THIS
BID/RFP WHEN PAYING WITH A PROCUREMENT CARD? YES X NO

INTERNET ORDERING CAPABILITY: YES X NO % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: X YES NO

PRICING:

NOTE: DO NOT INCLUDE SALES/USE TAX IN YOUR BID PRICE. The percentage of sales/use tax applicable to this contract will be listed on the purchase order and allowed at time of payment. BIDDERS CERTIFY BY SIGNING THIS AGREEMENT THAT PRICES BID ARE F.O.B. DESTINATION IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

ESTIMATED ONE (1) YEAR QUANTITY OF SIX (6) UNITS

<u>ITEM DESCRIPTION</u>		<u>UNIT PRICE</u>
1.1	AQDAS Data Logger	\$6,670.00 / each
1.2	Extended Full Service Maintenance (Including Parts and Labor) (After 24 mo. Warranty period)	\$650.00 / per year
1.3	Additional Training (Equipment Operation/Maintenance)	
	1.3.1 Factory	\$1,200.00 / per day
	1.3.2 On-Site	\$1,500.00 / per day plus airfare
1.4	Additional Manuals (Operational/Maintenance)	One set provided at no charge
1.5	Required Equipment/Tools to Maintain, Adjust and Calibrate Locally (List Below as Necessary)	
	1.5.1	N / A
	1.5.2	N / A
	1.5.3	N / A
	1.5.4	N / A

ENVIRONMENTAL SYSTEMS CORP, 200 TECH CENTER DRIVE, KNOXVILLE, TN 37912

- 1.6 Optional Configuration Items, Meteorological Input Cards, Rack Mounting Brackets, etc.
(List Below)

OPTION

CODE

1.6.1	VI	EIGHT (8) ADDITIONAL ANALOG VOLTAGE INPUTS	\$490.00
1.6.2	DO	EIGHT (8) DIGITAL CONTROL OUTPUTS WITH RELAYS	\$390.00
1.6.3	DI	EIGHT (8) DIGITAL STATUS INPUTS (CONTACT CLOSURE)	\$225.00
1.6.4	AI	EIGHT (8) ANALOG 4-20MA CURRENT INPUTS	\$490.00
1.6.5	DIR	EIGHT (8) DIGITAL STATUS INPUTS (ISOLATED)	\$275.00
1.6.6	KBT	DETACHED KEYBOARD RACK MOUNT WITH SLIDES	\$150.00
1.6.7		EXTENDED MAINTENANCE AGREEMENT	\$650.00 / YEAR
1.6.8		ONE (1) DAY TRAINING TO BE HELD AT ESC IN KNOXVILLE, TN	\$1,200 / DAY
1.6.9		ANY CONFIGURATION CUSTOM PROGRAMMING SERVICES OR REQUESTED ON-SITE SERVICES OTHER THAN QUOTED	\$150.00 / HOUR PLUS TRAVEL EXP.
1.6.10	MET	METEOROLOGICAL INPUT CARD W/ RAINFALL COUNTER	\$490.00

- 1.7 Spare Parts/Expendable Items Necessary for Local Maintenance
(Provide Current Catalog per Sec 2.11)

1.7.1 List Price Minus % N / A

- 1.8 Delivery Interval After Receipt of Order 60 days

Terms: NET 30

Federal Tax ID Number: 62-0807987

Vendor Number: 620807987

Telephone Number: 865-688-7900

Fax Number: 865-687-8977

Contact Person: CHRISTOPHER KEEVER

E-mail Address: escsales@envirosys.com

Company Web Site: www.envirosys.com

Insurance Certificate Required

Contract Period: To cover the period ending MARCH 31, 2009.